

GLEN COVE COMMUNITY DEVELOPMENT AGENCY

City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 12, 2021

Resolution #1)

RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY FOR ANNUAL APPOINTMENTS

BE IT RESOLVED that the following officers are appointed for a one-year term effective January 1, 2021 to December 31, 2021:

Vincent Hartley	Vice Chairman/Treasurer/Ethics Officer
Ann S. Fangmann	Executive Director/Contracting Officer
Margo Zoldessy	Chief Financial Officer/Assistant Secretary
Camille Byrne	Secretary/Records Management Officer

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent C. Hartley	AYE
Anthony Jimenez	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Tony Guagenti	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted.

ENTERED
01-12-2021

CDA

GLEN COVE COMMUNITY DEVELOPMENT AGENCY

City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 12, 2021

Resolution #2)

RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY FOR APPOINTMENT OF MEMBERS TO SERVE ON THE AUDIT/FINANCE COMMITTEE

BE IT RESOLVED that the following members are appointed to serve on the Audit/Finance Committee for a one-year term effective January 1, 2021 to December 31, 2021:

Vincent Hartley, Audit/Finance Committee Chairman
Francine Koehler, CDA Member
Danielle Willis, CDA Member

	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent C. Hartley	AYE
Anthony Jimenez	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Tony Guagenti	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted.

ENTERED
01-12-2021

CDA

GLEN COVE COMMUNITY DEVELOPMENT AGENCY

City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 12, 2021

Resolution #3)

RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY FOR APPOINTMENT OF MEMBERS TO SERVE ON THE GOVERNANCE COMMITTEE

BE IT RESOLVED that the following members are appointed to serve on the Governance Committee for a one-year term effective January 1, 2021 to December 31, 2021:

Timothy Tenke, Chairman
Anthony Jimenez, Committee Member
Rev. Roger C. Williams, Committee Member

	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent C. Hartley	AYE
Anthony Jimenez	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Tony Guagenti	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted and shall take effect as of the date of its adoption.

ENTERED
01-12-2021

CDA

GLEN COVE COMMUNITY DEVELOPMENT AGENCY
City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 12, 2021

Resolution #4)

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY
APPROVING THE 2021 CDA BOARD MEETING SCHEDULE ATTACHED HEREIN**

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent C. Hartley	AYE
Anthony Jimenez	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Tony Guagenti	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted.

ENTERED
01-12-2021
CDA

2021 CITY OF GLEN COVE MEETING SCHEDULE
CITY COUNCIL/COMMUNITY DEVELOPMENT AGENCY (CDA) &
INDUSTRIAL DEVELOPMENT AGENCY (IDA)/LOCAL ECONOMIC ASSISTANCE CORPORATION (LEAC)
Meetings held on Tuesday evenings unless otherwise specified

PRE-COUNCIL 6:30PM	CITY COUNCIL 7:30PM	CDA	IDA/LEAC
January 5, 2021 Section 8 Annual Plan	January 12, 2021 Section 8 Annual Plan	January 12, 2021 @ 6PM Annual Meeting	January 12, 2021 @ 6:30PM Annual Meeting
January 19, 2021	January 26, 2021		
February 2, 2021 CDBG Public Hearing	February 9, 2021 CDBG Public Hearing	February 9, 2021 @ 6PM Governance Committee	February 9, 2021 @ 6:30PM Governance Committee
February 16, 2021 CDBG Close Public Hrg.	February 23, 2021 CDBG Close Public Hrg.	February 23, 2021 @ 6PM Finance Committee	February 23, 2021 @ 6:30PM Finance Committee
March 2, 2021	March 9, 2021	March 9, 2021 @ 6PM CDBG Review/Approval	
March 16, 2021 CDBG Review/Approval	March 23, 2021 CDBG Review/Approval	March 23, 2021 @ 6PM Approval of ABO Reports	March 23, 2021 @ 6:30PM Approval of ABO Reports
April 6, 2021	April 13, 2021		April 13, 2021 @ 6PM
April 20, 2021	April 27, 2021	April 27, 2021 @ 6PM	
May 4, 2021	May 11, 2021		May 11, 2021 @ 6PM
May 18, 2021	May 25, 2021	May 25, 2021 @ 6PM	
June 15, 2021	June 22, 2021	June 22, 2021 @ 6PM	June 22, 2021 @ 6:30PM
July 20, 2021	July 27, 2021	July 27, 2021 @ 6PM Finance Committee	July 27, 2021 @ 6:30PM Finance Committee
August 17, 2021	August 24, 2021	August 24, 2021 @ 6PM Budget Review	August 24, 2021 @ 6:30PM Budget Review
September 21, 2021	September 28, 2021	September 27, 2021 @6PM Budget Approval	September 27, 2021 @ 6:30PM Budget Approval
October 5, 2021	October 12, 2021		October 12, 2021 @ 6PM
October 19, 2021	October 26, 2021	October 26, 2021 @ 6PM	
November 3, 2021 (Wednesday)	November 9, 2021		November 9, 2021 @ 6PM
November 16, 2021	November 23, 2021	November 23, 2021 @ 6PM	
December 7, 2021	December 14, 2021		December 14, 2021 @ 6PM
December 21, 2021	December 28, 2021	December 28, 2021 @ 6PM	

CDA/IDA/LEAC Board Chairman reserves the right to cancel above meetings if no business to discuss or resolution for adoption.

ADOPTED 1-12-2021

GLEN COVE COMMUNITY DEVELOPMENT AGENCY

City Hall – 9 Glen St., Glen Cove, New York 11542

Minutes of Meeting January 12, 2021

Resolution #5)

**RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY
AUTHORIZING THE ADOPTION OF NEW YORK STATE LOCAL GOVERNMENT
RECORDS RETENTION AND DISPOSITION SCHEDULE (LGS-1) FOR
MANAGEMENT OF THE AGENCY’S RECORDS**

RESOLVED, by the Glen Cove Community Development Agency of the City of Glen Cove that Retention and Disposition Schedule for New York State Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York State Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

The question of adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent C. Hartley	AYE
Anthony Jimenez	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Tony Guagenti	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted.

ENTERED
01-12-2021
CDA

GLEN COVE COMMUNITY DEVELOPMENT AGENCY

9 Glen Street, City Hall

Glen Cove, New York 11542

MINUTES OF MEETING

January 12, 2021

Resolution #6)

RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY AUTHORIZING THE EXECUTIVE DIRECTOR TO HIRE JACQUEL JOHNSON AS PART-TIME HOUSING SPECIALIST FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

WHEREAS the Glen Cove Community Development Agency requires the services of a part-time Housing Specialist.

WHEREAS Jacquell Johnson has been found qualified to perform the duties of said position.

NOW, THEREFORE, BE IT RESOLVED that Jacquell Johnson is hired for the position of Part-time Housing Specialist for the Section 8 Housing Choice Voucher Program at a starting hourly rate of \$15.00 per hour, to work approximately 20 hours per week, effective on or about 1/19/2021 subject to satisfactory reference and criminal background check. Upon successful completion of 180-day probationary period, the hourly rate will be revisited in accordance with the Agency's budget.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

	<u>VOTING</u>
Timothy Tenke, Chairman	AYE
Vincent C. Hartley, Vice Chairman	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Anthony Guagenti	AYE
Anthony Jimenez	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted.

ENTERED
01-12-2021
CDA

GLEN COVE COMMUNITY DEVELOPMENT AGENCY

9 Glen Street, City Hall

Glen Cove, New York 11542

MINUTES OF MEETING

January 12, 2021

Resolution #7

RESOLUTION OF THE GLEN COVE COMMUNITY DEVELOPMENT AGENCY AUTHORIZING THE CHAIRMAN AND/OR EXECUTIVE DIRECTOR TO ENTER INTO ANNUAL CONTRACT FOR PROFESSIONAL SERVICES

NAME OF CONTRACTOR	PURPOSE OF CONTRACT	COMPENSATION
John K. Moss, P.C. 100 Garden City Plaza Suite 203 Garden City, NY 11530	Legal services for CDA/Section 8	\$225.00 per hour
Term: 2/11/2021 – 2/11/2022		

BE IT RESOLVED that the Chairman and/or Executive Director are authorized to enter into professional services agreement with the above contractor.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call which resulted as follows:

VOTING

Timothy Tenke, Chairman	AYE
Vincent C. Hartley, Vice Chairman	AYE
Francine Koehler	AYE
Rev. Roger C. Williams	AYE
Danielle Willis	AYE
Anthony Guagenti	AYE
Anthony Jimenez	<i>Absent</i>

The foregoing Resolution is thereupon declared duly adopted.

ENTERED
01-12-2021

CDA